



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

**"Jefferson County: Responsible government
advancing quality of life"**

*REVISED 02-15-2019

MEMORANDUM

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: February 13, 2019

SUBJECT: JEFFERSON COUNTY Meetings – Week of February 18, 2019

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| Monday February 18, 2019 | No Scheduled County Meetings | | |
| Tuesday February 19, 2019 | Spring Primary – City of Watertown WI Property Assessed Clean Energy (PACE) Commission Board of Directors County Board Bridges Federated Library System Board | 4:00 p.m. 7:00 p.m. 6:00 p.m. | Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson Bridges Library System Office 741 N. Grand Ave, Suite 210, Waukesha |
| Wednesday February 20, 2019 | Land and Water Conservation Committee Local Emergency Planning Committee (LEPC) | 8:00 a.m. 1:00 p.m. | Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson UW Extension 864 Collins Rd, Rm 12, Jefferson |
| Thursday February 21, 2019 | *HOME Consortium Board Canceled Planning and Zoning Committee – Public Hearing | 9:00 a.m. 7:00 p.m. | Waukesha County Admin Building 515 W. Moreland Blvd, Rm 355/59 Waukesha Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson |
| Friday February 22, 2019 | Law Enforcement and Emergency Management Committee | 8:30 a.m. | Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson |
| Saturday February 23, 2019 | No Scheduled County Meetings | | |
| Sunday February 24, 2019 | No Scheduled County Meetings | | |

**Board of Wisconsin PACE Commission
(Property Accessed Clean Energy)
Tuesday, February 19, 2019**

4:00 pm.

This is an appointment for a teleconference meeting of the Board of Wisconsin PACE Commission – a Joint Exercise of Powers Commission. During this meeting we will review and consider approval of a significant PACE Financing located in Brown County. The project developer has submitted a PACE Financing application to the PACE Wisconsin program. The Program Administrator has determined that the application is complete and meets the program guidelines. The property owner targets closing their PACE financing by February 28th.

We will also put before the Commission an agenda item to consider approval of Amendment No. 1 of the Commission Agreement. This was a discussion item in the two prior director's meetings.

Members of the public may listen to this meeting at the Jefferson County Courthouse, 311 S. Center Ave, Rm 112, Jefferson, WI 53549.

This meeting will be conducted with commission members appearing telephonically.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

AGENDA

JEFFERSON COUNTY BOARD MEETING

TUESDAY

FEBRUARY 19, 2019

7:00 p.m.

**Jefferson County Courthouse
311 S. Center Avenue, Room 205
Jefferson, WI 53549**

1. **CALL TO ORDER**
2. **ROLL CALL BY COUNTY CLERK**
3. **PLEDGE OF ALLEGIANCE**
4. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW**
5. **APPROVAL OF THE AGENDA**
6. **SPECIAL ORDER OF BUSINESS**
 - a. Appointment by County Board Chair and confirmation by County Board – Jeff Johns – Supervisory District 11
 - b. Appointment by County Board Chair and confirmation by County Board – Joan Fitzgerald – Supervisory District 26
 - c. Swearing in of District 11 and 26 Supervisors
 - d. Presentation – Naylor Classic donation to Veterans Service Commission
 - e. Presentation – Comprehensive Plan 101 Kick off, SRF Consulting Group, Paul Chellevoid and Stephanie Falkers
7. **APPROVAL OF JANUARY 8, 2019 MEETING MINUTES**
8. **COMMUNICATIONS**
 - a. Treasurer's Report (Addendum)
 - b. Appointments by County Board Chair – Jeff Johns to the Solid Waste/Air Quality Committee and Parks Committee
 - c. Appointments by County Board Chair – Jim Schroeder to the Building and Grounds Committee and Human Resources Committee
 - d. Resignation of Leigh Froelich from the Jefferson County Library Board
 - e. Resignation of Barbara A. Frank, County Clerk
 - f. Resignation of Gregg Patrick, District 26
 - g. Resolution – Recognition of Outgoing Supervisor, Gregg Patrick, District 26 (Addendum)
 - h. Resolution – Recognition of Outgoing Clerk of Court, Carla Robinson (Addendum)
 - i. Letter from the Board of Health dated January 16, 2019 regarding Health Communities Gold Designation award for Jefferson County
 - j. Memo from Mike Burow regarding downsizing the County Board
 - k. Zoning Committee – Notice of Public Hearing, February 21, 2019
9. **PUBLIC COMMENT**
10. **ANNUAL REPORTS**
 - a. Community Dental Clinic – Barb Morrison Gudgeon
 - b. Rock River Free Clinic – Kristen Wallace
 - c. Literacy Council – Lynn Forseth
 - d. UW Extension – Chrissy Wen and LaVern Georgson
 - e. County Board Meeting Fees

COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES

11. EXECUTIVE COMMITTEE

- a. Resolution – Appointing Audrey McGraw to serve the Unexpired Term of County Clerk
- b. Resolution – Reducing the Number of Jefferson County Supervisory Districts from 30 to 15 for Purposes of Electing the County Board
- c. Resolution – Reducing the Number of Jefferson County Supervisory Districts from 30 to 25 for Purposes of Electing the County Board
- d. Resolution – Continuing the Current Number of Jefferson County Supervisory Districts at 30 for Purposes of Electing the County Board
- e. Resolution – Creating a Committee to Review the Size of the Jefferson County Board of Supervisors
- f. Resolution – Confirming State of Emergency Declaration by County Board Chair
- g. Resolution – Supporting an Increase in County Child Support Funding

12. FAIR PARK COMMITTEE

- a. Resolution – Accepting Bid for construction of a Swine Barn and connected covered animal wash rack at the Jefferson County Fair Park (Addendum)

13. FINANCE COMMITTEE

- a. Resolution – Disallowance of Claim - Travis Trumpf
- b. Resolution – Sale of In Rem Tax Foreclosure Real Estate to City of Watertown (Addendum)

14. BOARD OF HEALTH

- a. Resolution – Amending the 2019 Health Department Budget to Include the Public Health Crisis Response Grant to Respond to the Opioid Epidemic

15. LIBRARY BOARD

- a. Resolution – Adopting the Plan for Jefferson County Library Services, 2019-2021

16. PLANNING AND ZONING COMMITTEE

- a. Report – Approval of Petitions
- b. Ordinance – Amend Zoning Ordinance
- c. Resolution – Adopting the Public Participation Plan for the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan

17. VETERANS SERVICE COMMISSION

- a. Resolution – Applying for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code to Administer the Jefferson County Veterans Foundation, Inc. as a Tax Exempt Organization
- b. Resolution – Creating a Veterans Service Commission Revolving Loan Guarantee Program

18. APPOINTMENT BY COUNTY ADMINISTRATOR

- a. Barbara R. Beaver, Lake Mills, WI, to the Jefferson County Library Board to fill the unexpired term of Leigh Froelich ending December 31, 2021
- b. Appointment to the Sheriff's Civil Service Commission for a 5-year term ending January 1, 2024 (Addendum)

19. APPOINTMENTS BY COUNTY BOARD CHAIR

- a. Chief Wes Benisch, Lt. John Sinclair and Shana Bean to the Local Emergency Planning Commission (LEPC) for an indeterminate term. (Addendum)

20. PUBLIC COMMENT (General)

21. ANNOUNCEMENTS

22. ADJOURN

NEXT COUNTY BOARD MEETINGS

**March 12, 2019
7:00 P.M. – RM 205**



741 N. Grand Ave., #210
Waukesha, WI 53186

P 262.896.8080
W bridgeslibrarysystem.org

Regular Board Meeting

DATE: **Tuesday, February 19, 2019**
TIME: **6:00 p.m.**
PLACE: **Bridges Library System
Office**
**741 N. Grand Avenue, Suite
210
Waukesha, WI 53186**

If you require a sign language interpreter, assistive listening devices, or other accommodations to participate in this meeting, please contact the Bridges Library System office (262-896-8080) at least 72 hours in advance.

AGENDA

1. Call to order
2. Comments from the public
3. Correspondence
4. Approve minutes of January 2019 meeting - Action
5. Approve payment of monthly invoices (2018 Year end and February 2019) – Action
6. Review financial reports - Action
7. Reports: APL, Resource Library, Staff, Director
8. Approve summer library program performers' agreements for 2019– Action
9. Approve SEWI continuing education program presenter agreement - Action
10. Approve Bridges Library System's 2018 state annual report – Action
11. PLSR update – Discussion
12. Strategic plan update- Discussion
13. Confirmation of next meeting: March 19, 2019 (Bridges Library System Office)
14. Adjournment

***Jefferson County Land & Water Conservation Committee Agenda
"Working Together to Protect & Enhance the Environment"***

***Jefferson County Courthouse
311 S Center Ave, Rm 112
Jefferson, WI 53549-1701***

Wednesday, February 20, 2019 @ 8:00 am

Committee Members: Matthew Foelker (Chair), Walt Christensen (Vice-Chair), Ed Morse (Secretary), Dan Herbst (UWEX Member), Mike Kelly (UWEX Member), Frank Anfang (FSA Rep), and Margaret Burlingham (Public Member)

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Review of the February Agenda
5. Approval of the December 19, 2018 Meeting Minutes
6. Public Comment (members of the public who wish to address the Committee on specific agenda items must register their request at this time)
7. Communications
 - Department of Agriculture, Trade & Consumer Protection (DATCP) January & February 2019 Reports
8. Discussion on Natural Resources Conservation Service (NRCS) Report
9. Discussion and Possible Action on Extending Authorization to GIS Staff to Sign Non-Metallic Mining Agreements & Permits in the Absence of the Department Head
10. Discussion on 2019 Committee Meeting Calendar
11. Discussion on Request to Disturb at the County's Potters Field
12. Discussion on Annual Wisconsin Land & Water Conservation Association (WLWCA) Conference
13. Discussion and Possible Action on Resolutions for Consideration at the WLWCA Conference
14. Discussion and Possible Action on Notices of Noncompliance - Farmland Preservation Program (FPP)
15. Discussion and Possible Action on Cancellation of Notices of Noncompliance - FPP
16. Review of the Monthly Financial Report (November & December)
17. Discussion and Possible Action on Purchase of Agriculture Conservation Easements (PACE) Applications
18. Discussion on Jefferson County Land & Water Conservation Report on Baseline Documentation for Easements
19. Discussion on Items for the Next Agenda
20. Next Scheduled Meeting:
 - March 20, 2019 @ 8:00 am in Room 112
21. Adjournment

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at (920) 674-7101 so appropriate arrangements can be made.

**JEFFERSON COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE**

COMMITTEE MEMBERS: GAIL SCOTT, ADAM BOLS (Chair), ROBERT DEWOLFE, DONNA HAUGOM, SHERIFF PAUL MILBRATH, PAUL HABLE, CAPTAIN DUANE SCOTT, RYAN LESLIE, NYCOL HABERMAN, *CHIEF WES BENISCH, ANGELA SWINEHART, CHIEF KRAIG BIEFELD (Vice-Chair), *WARDEN Lt. JOHN SINCLAIR, TYLER KUBICEK, REP. CODY HORLACHER, MICHAEL CLISH, *SHANA BEAL

UW-Extension (Lower level of Workforce Development Center) Room 12
864 Collins Road, Jefferson WI 53549

Wednesday, February 20, 2019 at 1:00 p.m.

1. Call to Order
2. Roll Call (establish a quorum)
3. Certification of Compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
6. Discussion and approval of the August 22, 2018 Meeting Minutes – November Meeting was cancelled due to no quorum.
7. Communications
8. Discussion and possible approval of LEPC By- Laws
9. Discussion and possible approval of State Compliance Inspector
10. Spill Reports
11. Off-site Plans 2019
 - a. Regius Rubber LLC (#200172 Update) – Waterloo – Chlorine, max daily amount reported as 450 lbs – plan in progress/visit to be scheduled – update to be complete by end of September.
 - b. Sussek Machine Corporation (#199882 update) – Waterloo – Sulfuric Acid, max daily amount reported as 2,657 – plan in progress/visit to be scheduled – update to be complete by end of September.
 - c. Generac Power Systems Jefferson (# 200382 update) – Jefferson – Sulfuric Acid, max daily amount reported as 6,745 lbs – plan in progress/visit to be scheduled – waiting for phone call from facility.
 - d. United Cooperative (# 2113 Update) – Johnson Creek – Anhydrous Ammonia, max daily amount reported as 213,000 lbs – visit complete/plan in progress.
 - e. Crystal Farms (# 34661 Update) – Lake Mills – Sulfuric Acid, max daily amount reported as 8,000 lbs – plan in progress/visit to be scheduled – waiting for phone call from the facility.
 - f. Lake Mills Wastewater Treatment Plant (# 76023 Update) – Lake Mills – Chlorine, max daily amount reported as 1,500 lbs – Sulfuric Dioxide, max daily amount reported as 900 lbs – plan in progress/visit scheduled 02/14/19.
 - g. Diversey (# 11736 Update) – Watertown – Ammonia, max daily amount reported as 1,319 lbs. – Sulfuric Acid, max daily amount reported as 4,586 lbs. – Hydrofluoric Acid, max daily amount reported as 360 lbs. - plan in progress/visit to be scheduled – update to be complete by the end of September.
 - h. Insight FS (#45335 Updated) – Whitewater – Anhydrous Ammonia, max daily amount reported as 234,270 lbs. – plan in progress/visit scheduled – update to be complete by the end of September.
 - i. Concord Generating Station (# 125898 Update) – Watertown – Sulfuric Acid, max daily amount reported as 7,700 lbs. – plan in progress/visit to be scheduled – update to be complete by the end of September.
 - j. Insight FS (# 5892 Update) – Jefferson – Paraquat Dichloride, max daily amount reported as 18.4 lbs. – plan in progress/visit scheduled 02/13/19.
12. Agency Updates

- a. American Red Cross
- b. Salvation Army
- c. South Central WI Healthcare Emergency Readiness Coalition (SCWIHERC)

13. Correspondence

14. Set Time/Date Next Meeting Tentative – May 15, 2019 at 1:00 p.m., UW-Extension Room 12 or other location to be determined at a later date.

15. Adjourn

*Pending County Board Approval on March 12, 2019

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at (920) 674-7101 so appropriate arrangements can be made

NOTICE OF PUBLIC HEARING
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE

Steve Nass, Chair; George Jaeckel, Vice-Chair; Blane Poulson, Secretary; Matt Foelker and Lloyd Zastrow

SUBJECT: Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits
DATE: Thursday, February 21, 2019
TIME: 7:00 p.m. (*Courthouse doors will open at 6:30*)
PLACE: Room 205, Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI

1. **Call to Order**
2. **Roll Call**
3. **Certification of Compliance with Open Meetings Law**
4. **Approval of Agenda**
5. **Explanation of Public Hearing Process by Committee Chair**
6. **Public Hearing**

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, February 21, 2019, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. A hearing will be given to anyone interested in the proposals. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** Matters to be heard are petitions to amend the official zoning map of Jefferson County and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files, which include staff finding of fact, are available for viewing between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS

R4129A-19 – Tim Otterstatter: Rezone 4.45 acres of PIN 032-0815-1223-000 (20.386 Ac) **between State Road 16 and East Gate Drive** in the Town of Watertown. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

CONDITIONAL USE PERMIT APPLICATION

CU1971-19 – Tim Otterstatter: Conditional use for farm/construction equipment sales on PIN 032-0815-1223-000 (20.386 Ac) **between State Road 16 and East Gate Drive** in the Town of Watertown. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS

R4130A-19 – Ross Walton: Create a 2.7-ac A-2 zone on **County Road D** from part of PIN 004-0515-2732-000 (40 Ac) in the Town of Cold Spring. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

CONDITIONAL USE PERMIT APPLICATION

CU1972-19 – Ross Walton: Conditional use to allow a personal shop for storage and maintenance of contractor's equipment on **County Road D** in the Town of Cold Spring. The site is on PIN 004-0515-2732-000 (40 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL AND RURAL RESIDENTIAL

R4131A-19 – Ross Walton: Rezone 2.7 acres of PIN 004-0515-2733-000 (39.6 Ac) for a lot around the home and buildings at **N510 County Road D**, Town of Cold Spring. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4132A-19 – Ross Walton: Create a 6-acre building site off of **Vannoy Drive** from part of PIN 004-0515-2732-000 (40 Ac) in the Town of Cold Spring. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4133A-19 – Concord Wisconsin Properties LLC: Create a 1.7-ac building site on **Concord Center Dr** in the Town of Concord from PIN 006-0716-1334-005 (15 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4134A-19 – Standard Process: Rezone 4 acres around the home and buildings at **N1974 Koch Rd** in the Town of Palmyra from PIN 024-0516-0723-000 (37.76 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4135A-19 – Larry Rasmussen: Create a 1.41-acre lot around the home at **N7399 Jungle Ln** in the Town of Waterloo from part of PINs 030-0813-3144-001 (34.711 Ac) and 030-0813-3233-000 (36.2 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4136A-19 – Daniel Weidner/Jeanette V Weidner Trust Property: Rezone to create a 2.58-acre lot around the buildings at **N4642 Highland Dr** in the Town of Sullivan from PIN 026-0616-0132-000 (40 Ac) and a 3.05-acre new building site to the south from part of PIN 026-0616-0133-000 (37.555 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

FROM A-1, EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCES

R4137A-19 – Daniel Weidner/Jeanette V Weidner Trust Property: Create a 16.33-acre Natural Resource zone from part of PIN 026-0616-0133-000 (37.555 Ac) along **Highland Dr** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

FROM A-3. AGRICULTURAL/RURAL RESIDENTIAL TO A-2, AGRICULTURAL AND RURAL BUSINESS

R4138A-19 – Jason Schultz: Rezone PIN 014-0614-2833-002 (2.149 Ac) on **Hoard Road** in the Town of Jefferson. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

CONDITIONAL USE PERMIT APPLICATIONS

CU1973 -19 – Jason Schultz: Allow rural business parking on PIN 014-0614-2833-002 (2.149 Ac) on **Hoard Road** in the Town of Jefferson in a proposed A-2 zone. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

CU1974-19 – Ammat LLC: Allow an event center in an existing Business zone at **N7755 State Road 89**. The site is in the Town of Waterloo on PIN 030-0813-2634-002 (6.007 Ac). This is in accordance with Sec. 11.04(f)3 of the Jefferson County Zoning Ordinance.

CU1975-19 – Chad Fredrick: Allow an extensive on-site storage structure of up to 1,400 square feet, 16 feet in height at **W3091 County Rd CW**. The site is in a Residential R-2 zone in the Town of Watertown on PIN 032-0815-0212-009 (0.850 Ac). This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

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Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so that appropriate arrangements can be made.

A recording of the meeting will be available from the Zoning Department upon request.

Further information about Zoning can be found at www.jeffersoncountyiwi.gov

LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

AGENDA

**Jefferson County Courthouse, Room 112
311 S. Center Ave.
Jefferson, WI 53549
February 22, 2019 @ 8:30 a.m.**

DWAYNE MORRIS; KIRK LUND; GREG DAVID; BRANDON WHITE; JAMES BRAUGHLER

1. Call to order
2. Roll call
3. Certification of compliance with open meetings law
4. Approval of the agenda
5. Public comment – (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
6. Approval of the January 25, 2019 meeting minutes
7. Communications
8. Grants – Update of ongoing or new grants
9. Report from the Sheriff
10. Review monthly bills and financial items (December & January) and Report on the budget
11. Review monthly jail and patrol activity reports
12. Discussion and possible action on approving jail assessment fund purchases
13. Discussion on potential items for the March 22, 2019 meeting agenda
14. Next meeting date is March 22, 2019
15. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.